

**CALIFORNIA
ENVIRONMENTAL HEALTH SPECIALIST REGISTRATION
RECIPROCITY INSTRUCTIONS**

Currently, California does not offer reciprocity with any other state for registered environmental health specialists or registered sanitarians to obtain registration in California. The following instructions will apply to all candidates:

1. Complete application form (Print or Type) and return with a \$73.00 check or money order payable to the Environmental Health Specialist Registration FUND (no cash). The application fee is NOT REFUNDABLE. All of the requested information is mandatory and incomplete applications will not be processed.
2. Apply to CPS Human Resource Services (CPS) for domestic transcript evaluations. Foreign transcripts must be approved by an approved foreign transcript evaluation service. Refer to the attached list of approved foreign credential evaluation services.
3. You may submit applications to CPS, or foreign transcript evaluator, concurrently with your application to the REHS Program.
4. CPS charges \$245.25 for the evaluation of domestic transcripts. This may be paid with a money order, cashier's check or credit card. Foreign evaluators each have their own fee structure (see attached list for their web sites and addresses).
5. MAIL REHS APPLICATION, FEE and TRANSCRIPT EVALUATION to:
DEPARTMENT OF HEALTH SERVICES
Environmental Health Specialist Registration Program
MS 7404
P.O. BOX 997413
SACRAMENTO, CA 95899-7413.
6. Your application will be valid for 30 months after which reactivation will be necessary. PLEASE NOTIFY THIS OFFICE OF ANY CHANGE OF ADDRESS.
7. CPS can be reached at

CPS Human Resource Services
241 Lathrop Way
Sacramento, CA 95815
phone (916) 263-3624 ext 3116
fax (916) 263-3613
web address: www.cps.ca.gov/test_registration/envhealth
email: ehs@cps.ca.gov

8. FOREIGN Transcript evaluations: If you have attended a college or university outside the United States you will need to file an application with one of the foreign transcript services listed below. These services operate for a fee based on the extent of education evaluated. Request that the evaluation service forward a letter to the REHS Program stating whether or not your degree is equivalent to

a bachelor's degree offered by a United States college or university. The evaluation must indicate whether or not your degree includes lecture and/or laboratory instruction for general basic science courses required of **science majors** including **inorganic chemistry, organic chemistry, physics, biology, microbiology, and calculus or college algebra (third-year algebra)**.

The letter from the credential evaluation service must state that these courses have been successfully completed and must indicate the number of equivalent United States semester units each course represents. (**NOTE:** This list is supplied for informational purposes only and in no way implies formal recognition or approval by the Department of Health Services of the agencies listed or their advisory interpretations.)

CREDENTIAL EVALUATION SERVICES

<p>Academic and Professional International Evaluations, Inc. P.O. Box 5787 Los Alamitos, CA 90721-5787 (562) 594-6498 www.apie.org</p>	<p>Center for Applied Research, Evaluation & Education, Inc. P.O. Box 20348 Long Beach, CA 90801 (562) 430-8215 evalcaree@earthlink.net</p>
<p>Education Records Evaluation Service, Inc. 601 University Ave. Suite #127 Sacramento, CA 95825 (916) 921-0790 www.eres.com</p>	<p>Evaluation Service, Inc. PO Box 1455 Albany, NY 12201 (518) 672-4522 www.evaluationservice.net</p>
<p>Foreign Academic Credential Service, Inc. PO Box 400 Glen Carbon, IL 62034 (618) 656-5291 www.facusa.com</p>	<p>Foundation for International Services, Inc. 21540 30th Dr SE, suite #320 Bothell, WA 98021 (425) 487-2245 www.fis-web.com</p>
<p>Global Services Associates, Inc. 2554 Lincoln Blvd. #445 Marina del Rey, CA 90291 (310) 828-5709 www.globaleval.org</p>	<p>International Consultants of Delaware, Inc. 625 Barksdale Rd. suite #109 Newark, DE 19711-3258 (302) 737-8715 http://icdel.com</p>
<p>International Educational Research Foundation, Inc. P.O. Box 3665 Culver City, CA 90231 (310) 258-9451 www.ierf.org</p>	<p>Josef Silny & Associates, Inc. International Education Consultants 7101 SW 102 Ave. Miami, FL 33173 (305) 273-1616 www.jsilny.com</p>
<p>SpanTran Educational Services, Inc. 7211 Regency Square Blvd #205 Houston, TX 77036-3197 (713) 266-8805 www.spantran-edu.org</p>	<p>World Education Services, Inc. PO Box 745 Old Chelsea Station New York, NY 10113-0745 (800) 937-3895 www.wes.org</p>

Once you have completed the transcript evaluation process with CPS Human Resources or a foreign transcript evaluator as described in the general application instructions above, you will be categorized based on the level of education you have completed ranging from Option I - IV.

The educational requirements for registration of environmental health specialists shall be a minimum of a bachelor's degree from a department approved educational institution or an educational institution of collegiate grade listed in the directory of accredited institutions of postsecondary education compiled by the American Council on Education, with coursework prescribed as follows:

OPTION I

30 semester or 45 quarter basic science units including each of the following:

- General Chemistry Lecture and Laboratory
- General Physics Lecture and Laboratory **or**
- Organic Chemistry Lecture and Laboratory
- General Microbiology Lecture and Laboratory
- General Biological Science Lecture and Laboratory
- Calculus or College Algebra

OPTION II

45 semester or 68 quarter basic science units including the following:

Three of the required science courses shall include a laboratory section:

- General Chemistry
- Organic Chemistry
- General Physics
- General Microbiology
- General Biological Science
- Calculus or College Algebra

OPTION III

30 semester or 45 quarter basic science units including each of the following:

- General Chemistry Lecture and Laboratory
- General Physics Lecture and Laboratory **or**
- Organic Chemistry Lecture and Laboratory
- General Microbiology Lecture and Laboratory
- General Biological Science Lecture and Laboratory
- Calculus or College Algebra

Plus

Three semester or four quarter unit courses in each of the following:

- Epidemiology
- Statistics
- Public Administration or Environmental Health Administration

And

10 semester or 15 quarter units in environmental health science including one or more of the following:

water quality, waste management, food and consumer protection, housing and institution sanitation, vector control, recreational health, air quality,

milk and dairy products, occupational health, electromagnetic radiation, noise control, toxicology, soil science, or land use development.

OPTION IV

45 semester or 68 quarter basic science units including the following:

Three of the required science courses shall include a laboratory:

General Chemistry
Organic Chemistry
General Physics
General Microbiology
General Biological Science
Calculus or College Algebra

Plus

Three semester or four quarter unit courses in each of the following:

Epidemiology
Statistics
Public Administration or Environmental Health Administration

And

10 semester or 15 quarter units in environmental health science including one or more of the following:

water quality, waste management, food and consumer protection, housing and institution sanitation, vector control, recreational health, air quality, milk and dairy products, occupational health, electromagnetic radiation, noise control, toxicology, soil science, or land use development.

OPTION	Total Experience	Training Hours Primary Elements	Training Hours Secondary Elements	Total Training Hours
I	18 months	120 each = 360 total	240 total	600
II	12 months	90 each = 270 total	180 total	450
III	9 months	60 each = 180 total	120 total	300
IV	6 months	40 each = 120 total	81 total	201

1. Based on your transcript evaluation you will need to document adequate work experience in the practice of environmental health for a public or non-profit agency. You will need 18, 12, 9 or 6 months work experience depending on your educational background. This can be accomplished by submitting a letter from your employer that describes your job duties, responsibilities and length of full-time employment.
2. You will also need to demonstrate that you have the required training hours in at least six program areas. The first three areas must be from the following list:
 - Food Protection
 - Solid waste management
 - Liquid waste management
 - Water supply
 - Housing and institutions
 - Bathing places
 - Vector control

- Hazardous materials management
- Underground storage tanks

The second three elements may include any other basic element, any of the elements not selected above, and/or any of the following:

- Air sanitation
- Safety and accident prevention
- Land development and use
- Disaster sanitation
- Electromagnetic radiation
- Milk and dairy products
- Noise control
- Occupational health

Include in the letter from your employer verification that your training meets the minimum requirement. Training hours include a minimum of 20 hours per month field instruction with direct supervision by a REHS in the first 6 months as well as independent time with adequate supervision and guidance.

Training opportunities provided by private companies, such as “HAZWOPPER”, food safety certification, or Manager of Landfill Operations (MOLO) are acceptable training options, as are training venues provided by state and local public entities. Training activities may include the following inspection and reporting techniques:

- joint initial inspections to observe the inspection process;
- conducting inspections with direct one-to-one REHS supervision;
- conducting independent inspections followed by review and consultation with REHS oversight;
- collecting environmental samples;
- operating monitoring equipment, including calibration and cleaning;
- documenting conditions with properly identified photographs;
- reviewing facility records for required documentation;
- writing reports and formal correspondence;
- phone calls and personal interviews;
- use of “chain of custody;”
- issuing Notices of Violation, Compliance Orders and Citations;
- making referrals to other agencies;
- researching and reviewing statutes, regulations and code sections;
- conducting disease surveillance; and
- Investigating nuisance, public or environmental complaints.

California does not currently have any continuing education requirements.